

## **CITY OF BOSTON RENTAL RELIEF FUND**

### ***Commonly Asked Questions for Landlords/Property Managers***

#### **I am a landlord/property manager who has tenants with rent arrearages. What can I do to participate in the Rental Relief Fund?**

Applications for the Rental Relief Fund must be submitted by a tenant. Make sure your tenants are aware of this program and encourage them to apply [here](#). Tenants will need the contact information for their landlord/property manager for the application as well as a signed copy of their current lease or tenancy agreement. Please ensure that your tenants have access to that information. You can also support the application process by providing the following materials alongside your tenant's application:

- [W9](#) (Filled out, dated and signed by owner of property)
- Proof of ownership (Acceptable documentation includes: Tax bill, water bill, deed, mortgage, rental property insurance bill, or documentation from [assessing online](#))
- [Signed funding acceptance letter](#)

#### **As a landlord/property manager, what documentation do I need to supply?**

Landlords/property managers have to provide proof of ownership, current lease or tenant agreement, W-9, and a signed funding acceptance letter (see full list above) before rental assistance can be issued. Landlords can apply for a Employer Identification Number if they do not have one [here](#). Landlords will be asked to provide this information after the tenant's eligibility for the fund is verified.

#### **Why do you need this information?**

The nonprofit agencies administering the Rental Relief Fund need the requested documentation in order to issue rental assistance payments. Rental assistance cannot be issued if this documentation is not provided.

#### **Who will this information be shared with?**

This information will be shared with the nonprofit organization issuing the rental assistance payment.

#### **Will I receive a 1099?**

Yes, IRS rules will require a 1099 to be issued for rental assistance payments.

**I have tenants who have previously received assistance from the Rental Relief Fund. Do they need to reapply?**

Yes. This is a new program with new funding, tenants will need to submit a new application

**What can this funding/assistance be used for?**

*The City of Boston's Rental Relief Fund can help renters with the following expenses::*

- Past due (from March 13, 2020), current, and up to three months of expected rent costs
- Past due (from March 13, 2020), current, or up to three months of expected utility (incl. internet) and home energy expenses (\$2,000 utility allowance)
- Moving costs within the City of Boston

*Funding cannot be used for the following:*

- Rental arrears or utility bills from before March 13, 2020
- Payments to sober houses
- Payments to landlords that are relatives or family members (unless relative has incorporated as LLC)

**How long will it take for payment to be issued?**

Payments will be sent via check or electronic deposit directly to the landlord and/or utility providers. Payment should arrive within 7-10 days after notification of an approved application.

**What is duplication of benefits?**

Rental Relief Funds cannot be used to cover rental and/or utility assistance that has already been covered by other funding sources. If you have already applied or plan to apply for assistance from other sources, your request for rental assistance through this fund must cover different months of service. For example, if you have already received/applied for rental assistance from other sources for March and April, your request to this fund cannot include those months

**Can the rental assistance payment cover late fees or other fees?**

We are encouraging landlords who participate in the Rental Relief Fund to waive any late fees in return for receiving assistance. This encouragement to waive late fees will help the fund assist more residents.

## **What are the terms of the program that landlords must agree to?**

Landlords must agree to:

- Reinstatement of the participant's tenancy
- Not proceed with eviction for the duration of this assistance
- Dismiss an eviction case if rental arrears are covered by this assistance
- Notify OHS if there are any changes in participant's tenancy
- Participate in no cost mediation sessions with mediators at OHS if any issues arise with participant's tenancy

## **I am a small landlord who is still facing difficulty making mortgage payments on a building that I own. What resources are available to property owners in this situation?**

In addition to the City of Boston's Rental Relief Fund there are state resources including Residential Assistance for Families in Transition (RAFT) and Emergency Rent & Mortgage Assistance (ERMA) that may meet your needs (further information on both programs is available [here](#)).

## **My tenants have been able to make partial or full rent payments but will face difficulty making payments moving forward. What other resources are available to them?**

We encourage both tenants and property owners to apply for the resources listed above. The Office of Housing Stability also offers a landlord counseling initiative to help Boston landlords with nine or fewer units find time-saving and cost-saving solutions to help preserve tenancies and stabilize ownership, whenever possible. Further information about this program is available [here](#).